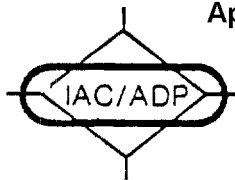


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TRANSMITTAL SLIP		DATE 26 FEB 1981
TO: Mr. [REDACTED], DC/BSD/OPPPM		
ROOM NO. 5E-56	BUILDING 179	
REMARKS: Attached is the IAC/ADC nomination format which should have been attached to our letter of 24 Feb. (ODP 81-239). Please excuse the oversight. [REDACTED]		
FROM: D/ODP/DDA 2-D-00 HQS. [REDACTED]		
ROOM NO.	BUILDING	EXTENSION

STAT

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INTERAGENCY COMMITTEE ON AUTOMATIC DATA PROCESSING

NOMINATION FORMAT FOR 1981 ANNUAL AWARDS

1. Name of individual(s) nominated.
2. Nominee's specific organization and telephone number.
3. Name, title, and telephone number of nominee's immediate superior.
4. Description of accomplishments (e.g. what was achieved, why was it undertaken, what were the objectives, for whom was it done, where was it done, what was the nominee's specific role, etc.).
5. Significance of the accomplishment (e.g. scope, community affected, impact, long-range implications, why was it difficult to accomplish, etc.).
6. Benefits resulting from the accomplishment (quantitative benefits where possible).
7. Name, organization, and telephone number of individual submitting the nomination.